



**SCHEDULE OF AUTHORIZED POSITIONS**

Adopted July 1, 2019

Rev. 2 - April 16, 2020

	FY2019-20 Number of Positions	Salary Schedule		Bargaining Unit*	Exempt/ Non- Exempt
		Monthly Salary Minimum	Maximum		
<b><u>CITY COUNCIL</u></b>					
Councilmember	5.0	600	800	N/A	E
<b>City Council Subtotal:</b>		<b>5.0</b>			
<b><u>CITY MANAGER</u></b>					
Assistant City Manager	1.0	12,851	18,158	Exec	E
Assistant to the City Manager	1.0	9,556	13,501	MCP	E
City Manager	1.0	N/A	20,489	Contract	E
Executive Assistant	1.0	4,444	6,280	MCP	E
Management Assistant (LTA COVID-19)	1.0	4,231	5,415	Rep	E
Office Aide III	0.75	2,921	3,739	Rep	NE
<b>City Manager Subtotal:</b>		<b>5.75</b>			
<b><u>ECONOMIC DEVELOPMENT</u></b>					
Administrative Assistant (Confidential)	1.0	3,832	5,415	MCP	NE
Economic Development Manager	1.0	7,651	10,811	MCP	E
Management Aide III	0.5	3,832	4,907	Rep	NE
Management Aide III (LTA COVID-19)	0.5	3,832	4,907	Rep	NE
Management Aide III (Confidential)	1.0	3,832	5,415	MCP	E
Senior Management Analyst	1.0	6,280	8,873	MCP	E
<b>Economic Development Subtotal:</b>		<b>5.0</b>			
<b><u>CITY CLERK</u></b>					
Administrative Assistant	1.0	3,832	4,907	Rep	NE
Director of Legislative Affairs/City Clerk	1.0	10,547	14,903	Exec	E
Management Aide III	1.0	3,832	4,907	Rep	NE
Records Manager	1.0	5,833	8,240	MCP	E
Records Technician	1.0	3,387	4,337	Rep	NE
<b>City Clerk Subtotal:</b>		<b>5.0</b>			
<b><u>HUMAN RESOURCES</u></b>					
Human Resources Manager	1.0	7,651	10,811	Exec	E
Human Resources Technician I (Confidential)	1.0	4,444	6,280	MCP	NE
Senior Management Analyst	1.0	6,280	8,873	MCP	E
Senior Office Specialist (Confidential)	1.0	3,649	5,155	MCP	NE
<b>Human Resources Subtotal:</b>		<b>4.0</b>			
<b><u>EMERGENCY MANAGEMENT</u></b>					
Management Aide I (Confidential)	1.0	3,146	4,444	MCP	NE
<b>Emergency Management Subtotal:</b>		<b>1.0</b>			



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<b>FINANCE</b>					
Accountant I (Confidential)	1.0	5,833	8,240	MCP	NE
Accounting Assistant	2.0	4,127	5,283	Rep	NE
Accounting Assistant - Cashier	1.0	4,127	5,283	Rep	NE
Accounting Technician I	1.0	4,555	5,833	Rep	NE
Accounting Technician II	1.0	4,786	6,127	Rep	NE
Business License Technician	1.0	4,555	5,833	Rep	NE
Director of Finance	1.0	11,359	16,049	Exec	E
Fiscal Services Manager	2.0	7,651	10,811	MCP	E
Management Analyst	1.0	5,689	8,039	MCP	E
Purchasing Manager	1.0	6,436	9,094	MCP	E
Senior Management Analyst	1.0	6,280	8,873	MCP	E
<b>Finance Subtotal:</b>	<b>13.0</b>				
<b>INFORMATION TECHNOLOGY</b>					
Administrative Assistant	0.5	3,832	4,907	Rep	NE
Assistant Director Information Technology/Support Svcs	1.0	9,095	12,851	MCP	E
Director of Information Technology/Support Svcs	1.0	10,547	14,903	Exec	E
Information Technology Manager	1.0	8,240	11,643	MCP	E
Information Technology Specialist I	1.0	5,283	6,763	Rep	NE
Information Technology Specialist II	1.0	5,550	7,105	Rep	NE
Information Technology Supervisor	2.0	6,763	8,656	Rep	NE
Information Technology Technician I	1.0	4,555	5,833	Rep	NE
Senior Information Technology Specialist	3.0	6,127	7,843	Rep	NE
<b>Support Services</b>					
Office Specialist II - AM	0.6	3,305	4,231	Rep	NE
Office Specialist II - PM	0.6	3,305	4,231	Rep	NE
Support Services Supervisor	1.0	4,027	5,155	Rep	NE
Support Services Technician	0.0	0	0	Rep	NE
<b>Information Technology Subtotal:</b>	<b>13.7</b>				



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<b><u>COMMUNITY DEVELOPMENT</u></b>					
Administrative Assistant	1.0	3,832	4,907	Rep	NE
Director of Community Development	1.0	11,359	16,049	Exec	E
Principal Management Analyst	1.0	6,932	9,795	MCP	E
<b><u>SARDA/CDBG/Service Level D</u></b>					
Assistant Planner	0.25	5,283	6,763	Rep	NE
Associate Planner II	0.6	6,438	8,240	Rep	NE
Senior Planner	0.4	7,105	10,039	MCP	E
<b><u>Planning</u></b>					
Assistant Planner	1.75	5,283	6,763	Rep	NE
Associate Planner I	2.0	5,833	7,465	Rep	NE
Associate Planner II	0.4	6,438	8,240	Rep	NE
Community Development Technician I	2.0	4,231	5,415	Rep	NE
Community Development Technician II	2.0	4,670	5,978	Rep	NE
Office Specialist II	0.5	3,305	4,231	Rep	NE
Planning Technician	1.0	4,786	6,127	Rep	NE
Principal Planner	1.0	7,843	11,081	MCP	E
Senior Planner	0.6	7,105	10,039	MCP	E
<b><u>Building and Safety/Code Enforcement</u></b>					
Building Inspector I	1.0	5,415	6,932	Rep	NE
Building Inspector II	3.0	5,978	7,651	Rep	NE
Building Official	1.0	9,556	13,501	MCP	E
Code Enforcement Officer I	1.0	4,444	5,689	Rep	NE
Code Enforcement Officer II	1.0	4,907	6,280	Rep	NE
Community Development Processing Supervisor	1.0	5,689	7,283	Rep	NE
Office Specialist II	0.5	3,305	4,231	Rep	NE
Senior Building Inspector	1.0	6,599	8,447	Rep	NE
Senior Code Enforcement Officer	1.0	5,415	6,932	Rep	NE
Senior Office Specialist	2.0	3,469	4,670	Rep	NE
<b>Community Development Subtotal:</b>	<b>28.0</b>				
<b><u>PUBLIC WORKS</u></b>					
Administrative Assistant	1.0	3,832	4,907	Rep	NE
Director of Public Works	1.0	12,232	17,283	Exec	E
Principal Management Analyst	1.0	6,932	9,795	MCP	E
<b><u>CIP Administration</u></b>					
Associate Civil Engineer	2.0	7,651	9,795	Rep	E
Associate Engineer II	3.0	7,283	9,322	Rep	E
Office Specialist II	1.0	3,305	4,231	Rep	E
Principal Civil Engineer	1.0	9,556	13,501	MCP	E
Public Works Inspector II	1.0	4,907	6,280	Rep	E
Senior Civil Engineer	2.0	8,656	12,232	MCP	E
Senior Public Works Inspector (Y-Rate)	1.0	5,587	7,150	Rep	NE
<b><u>Land Development</u></b>					
Assistant Engineer II	1.0	5,978	7,651	Rep	E
Associate Civil Engineer	2.0	7,651	9,795	Rep	E
Associate Engineer I	1.0	6,599	8,447	Rep	NE
Associate Engineer II	2.0	7,283	9,322	Rep	E



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		Minimum	Maximum		
Office Specialist II	1.0	3,305	4,231	Rep	NE
Senior Civil Engineer	1.0	8,656	12,232	MCP	E
Public Works Inspector II	1.0	4,907	6,280	Rep	NE
Senior Public Works Inspector	1.0	5,415	6,932	Rep	NE
<b>Traffic</b>					
Assistant Engineer II	1.0	5,978	7,651	Rep	NE
Associate Engineer II	1.0	7,283	9,322	Rep	E
Engineering Technician I	1.0	4,907	6,280	Rep	NE
Senior Signal Technician	1.0	6,438	8,240	Rep	NE
Signal Technician I	1.0	5,550	7,105	Rep	NE
<b>Maintenance (Streets, Facilities, Parks)</b>					
Custodian I - Facilities	1.0	2,583	3,305	Rep	NE
Custodian II (Y-Rate) - Facilities	1.0	2,862	3,663	Rep	NE
Lead Maintenance Worker - HVAC	1.0	5,415	6,932	Rep	NE
Landscape Inspector II	1.0	5,155	6,599	Rep	NE
Lead Maintenance Worker - Streets	3.0	4,555	5,833	Rep	NE
Lead Maintenance Worker - Parks	2.0	4,555	5,833	Rep	NE
Lead Maintenance Worker - Facilities	2.0	4,907	6,280	Rep	NE
Maintenance Manager	1.0	7,843	11,081	MCP	E
Maintenance Supervisor - Streets/Facilities	2.0	6,438	9,095	MCP	E
Maintenance Supervisor - Landscape	1.0	6,932	9,795	MCP	E
Maintenance Worker I - Streets	2.0	3,739	4,786	Rep	NE
Maintenance Worker I - Parks	1.0	3,739	4,786	Rep	NE
Maintenance Worker I - Facilities	2.0	4,027	5,155	Rep	NE
Maintenance Worker II - Streets/Parks	3.0	4,127	5,283	Rep	NE
Management Assistant	1.0	4,231	5,415	Rep	NE
Office Specialist II	1.0	3,305	4,231	Rep	NE
Senior Landscape Inspector	1.0	5,689	7,283	Rep	NE
Senior Office Specialist	1.0	3,649	4,670	Rep	NE
<b>Public Works Subtotal:</b>	<b>56.0</b>				



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<b>FIRE</b>					
Administrative Assistant	1.0	3,832	4,907	Rep	NE
Community Development Technician I	1.0	4,231	5,415	Rep	NE
Community Development Technician II	1.0	4,670	5,978	Rep	NE
Fire Inspector I	1.0	6,280	8,039	Rep	NE
<b>Fire Subtotal:</b>	<b>4.0</b>				
<b>COMMUNITY SERVICES</b>					
Aquatics Supervisor II	1.0	5,415	6,932	Rep	NE
Community Services Assistant	1.0	3,389	4,337	Rep	NE
Community Services Coordinator I	1.0	4,337	5,550	Rep	NE
Community Services Manager **	9.0	7,105	10,039	MCP	E
Community Services Specialist I	1.0	3,739	4,786	Rep	NE
Community Services Superintendent	2.0	7,843	11,081	MCP	E
Community Services Supervisor I	2.0	5,028	6,438	Rep	NE
Community Services Supervisor II	1.0	5,283	6,763	Rep	NE
Director of Community Services	1.0	11,359	16,049	Exec	E
Management Aide I	1.0	3,146	4,027	Rep	NE
Management Aide II	4.0	3,472	4,444	Rep	NE
Management Aide III	2.0	3,832	4,907	Rep	NE
Office Specialist I **	1.0	3,146	4,027	Rep	NE
Office Specialist II	1.0	3,305	4,231	Rep	NE
Park Ranger I	2.0	4,027	5,155	Rep	NE
Park Ranger II	1.0	4,444	5,689	Rep	NE
Risk Manager	1.0	7,651	10,811	MCP	E
Senior Administrative Assistant	1.0	4,231	5,415	Rep	NE
Senior Management Analyst	1.0	6,280	8,873	MCP	E
Senior Recreation Leader	1.0	2,850	3,649	Rep	NE
Theater Technical Assistant	1.0	3,389	4,337	Rep	NE
Theater Technical Coordinator II	1.0	4,555	5,833	Rep	NE
<b>Community Services Subtotal:</b>	<b>37.0</b>				

Total By Department	Positions
City Council	5.0
City Manager	5.75
Economic Development	5.0
City Clerk	5.0
Human Resources	4.0
Emergency Management	1.0
Finance	13.0
Information Technology	13.7
Community Development	28.0
Public Works	56.0
Fire	4.0
Community Services	37.0
<b>Total of Authorized Positions:</b>	<b>177.45</b>
<b>Total of Authorized/Unfunded Positions:</b>	<b>2.0</b>

\* Bargaining Units:

Rep = Represented

MCP = Management/Confidential

Exec = Executive

\*\* Unfunded Positions include:

(1) Office Specialist I (TCSD), and

(1) Community Services Manager

The two TCSD positions are associated with the Margarita Recreation Center and will remain unfunded until the facility has been rehabilitated and is open for operation.